



Tony Evers, Governor
Dan Hereth, Secretary Designee

March 22, 2024

Tom Hagie, Administrator
Town of Brookfield, Waukesha County
645 Jacnacek Road
Brookfield, WI 53045
administrator@townofbrookfield.com

VIA EMAIL

Re: Town of Brookfield, Waukesha County, Jurisdiction for Commercial Electrical Permitting and Inspecting

Dear Tom Hagie,

The Department has reviewed your most recent ordinance and I am pleased to inform you that your municipality has met all the requirements under the provisions of Wisconsin Administrative Code § SPS 316.011(1) to exercise jurisdiction over the inspection of electrical wiring installations at farms, public buildings, places of employment, campgrounds, manufactured home communities, public marinas, piers, docks, or wharves and recreational vehicle parks.

Pursuant to Wis. Stat. §§ 101.02 (5) and (15) and 101.82 (2m), the Department delegates your municipality the primary responsibility to perform commercial electrical permitting and inspecting for all installations under Wis. Admin. Code § SPS 316.012(1)(a) to be constructed within the limits of your municipality. An exception to this delegation is that our agency retains jurisdiction for permitting and inspecting for all state-owned buildings pursuant to Wis. Stat. § 13.48(13).

As a condition of the delegation, your municipality is required to comply with the following:

- Maintain your municipality's registration as an inspection agency.
- Provide the Department with a copy of any revisions to your municipality's electrical ordinance.
- Employ or contract with certified commercial electrical inspectors or independent inspection agencies.
- Provide the Department with any changes to the names of its certified commercial electrical inspectors and independent inspection agencies employed or contracted by the municipality.

Please note that § 16.13(6) of your ordinance specifies requirements for special permits that do not conform to the regulations of your Chapter 16. Wis. Admin. Code § SPS 316 does not provide for special or temporary permits. All electrical permits for the installations described in [Wis. Admin. Code § SPS 316.012\(1\)\(a\)](#) shall follow the requirements of Wis. Admin. Code § SPS 316. If the installation requiring a "special permit" is not provided under [Wis. Admin. Code § SPS 316.012\(1\)\(a\)](#), reference another SPS code as appropriate (e.g. [Wis. Admin. Code § SPS 334](#) for amusement rides).

If your municipality decides to relinquish jurisdiction, follow the provisions of Wis. Admin. Code § SPS 316.011(1)(c) by providing the Department with a 60-day notice prior to the day upon which your municipality intends to relinquish jurisdiction. Your municipality is expected to continue responsibility for these services throughout the 60-day period.

The Department understands that Jason Chromy is responsible for enforcement within your municipality and that they have the proper certification to do so.

Our electrical consultant for your area, Joseph Folger at 608-516-5982, is available to assist in any questions or concerns your municipality may have with these commercial electrical services.

The Division of Industry Services looks forward to working with you.

Sincerely,

A handwritten signature in cursive script that reads 'Garry D. Krause'.

Garry D. Krause, Bureau Director, Technical Services Bureau